



**March 11, 2020**

U.S Embassy Lusaka  
GSO/Contracting Unit  
PO Box 320065  
Lusaka, Zambia

To: Prospective Bidders,

**SUBJECT: REQUEST FOR QUOTATIONS # 19ZA6020PR9074493 RESTORATION  
WORK AT 4088 BUSUMA**

Enclosed is a Request for Quotations (RFQ) for Electrical Repairs at 4088 Busuma Road.

To submit a proposal:

- follow the instructions in Section K of the solicitation,
- complete the required portions of the attached document, and
- submit your proposal to the address shown on the Standard Form 1442 that follows this letter.

The U.S. Government intends to award a contract to the responsible company submitting an acceptable offer at the lowest price. We intend to award a contract based on initial proposals, without holding discussions. However, we may hold discussions with companies in the competitive range if there is a need to do so.

Interested parties are encouraged to attend a site visit on **Wednesday March 25, 2020 at 14:30hrs at the 4088 Busuma Road**. Kindly send details i.e. Name and NRC details to [Lusaka-Procurement@state.gov](mailto:Lusaka-Procurement@state.gov) on or **before Tuesday March 24, 2020 at 12:00hrs**. This is required to facilitate access clearance in advance.

Your quotation must be submitted in a sealed envelope marked "Quotation Enclosed **“19ZA6020PR9074493 RESTORATION WORK AT 4088 BUSUMA** for the “Contracting Officer, U.S. Embassy Lusaka, Ibex Hill Road, Stand 694 Lot 100 ” and received in hardcopy on or before **16:00hrs Local Time on Wednesday April 1, 2020**. No quotations will be accepted after this time.

All contractors shall be registered in the SAM (System for Award Management) Database <https://www.sam.gov> prior to contract award pursuant to FAR provision 5.207. Therefore prospective offerors are encouraged to register prior to the submittal of quotations/proposals.

The guidelines for registration in SAM are also available at: <https://www.statebuy.state.gov/pd/Pages/AdditionalVendorReg.aspx>.

Proposals are due on or before **Wednesday April 1, 2020** at **16:00** local time.

Direct any questions regarding this solicitation by email to: [Lusaka-Procurement@state.gov](mailto:Lusaka-Procurement@state.gov)

Sincerely,

**Franchesca M. Minikon-Reece**

Contracting Officer

Enclosure: **19ZA6020PR9074493**  
As Stated.